



Town of Merrimack, New Hampshire

Community Development Department

6 Baboosic Lake Road

Town Hall - Lower level - East Wing

Planning - Zoning - Economic Development - Conservation

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Administrative Approval Application Temporary Outdoor Seating per State of NH "Stay at Home 2.0" Order

Temporary authorization will be granted to restaurants to establish outdoor seating per the State of NH "Stay at Home 2.0" Order and Guidelines. Any Administrative Approval granted in relation to "Stay at Home 2.0" is limited to the time frame of the Emergency Orders and any seating approved under such Administrative Approval must be removed or returned to its original status (prior to issuance of an Administrative Approval) within 14 days of the Emergency Orders expiring.

Following issuance of an Administrative Approval, any outdoor seating must be reviewed and approved by the Health Officer and Fire Department, before use of the space is allowed.

I. Restaurant & Applicant Information			
Restaurant Name:			
Restaurant Address:			
Restaurant Address:			
Applicant Name:		Phone:	
E-mail:			

II. Property Owner Information			
Name:		Phone:	
E-mail:			
Address:			
Address:			
Property Address:		Map & Lot:	

III. Administrative Approval Criteria

1. Applicant shall provide a proposed plan layout on a separate sheet that **MUST** show:
 - a. Sketch of proposed seating layout;
 - b. Dimensions of proposed seating area;
 - c. Number of tables and seats per table;
 - d. Proposed spacing between tables;
 - e. Proposed lighting;
 - f. Dimensions of proposed tent(s) (as applicable);
 - g. Indicate whether or not alcohol is served;
 - h. Indicate operating hours; and
 - i. Any other proposed changes.

IV. Stay at Home Order 2.0 Restaurant Guidelines

1. As an extension of the curbside and delivery model, restaurants are permitted to offer outdoor dining beginning on Monday, May 18, 2020. Restaurants are permitted to expand outside wherever an outdoor area can be set up safely, such as parking spaces close to entrances, sidewalks, existing patios and lawn areas. Outdoor areas must be able to be cleaned and disinfected, as appropriate. The outdoor space must be clearly delineated and distanced from the general public.
2. Seated indoor dining is not permitted.
3. Tables for outdoor seating shall be limited to no more than six (6) guests per table.
4. Table spacing must be maintained so people sitting at adjacent tables are more than 6 feet apart, and to allow employees/servers to stand back 6 feet from a group's table (e.g. when taking an order) and still maintain a minimum of 6 feet from other adjacent tables.
5. Reservations or call-ahead seating is required to promote social distancing and prevent groups of guests waiting for tables. Establishments may use a text alert system to alert guests of available seating, an intercom system for guests waiting in their vehicles, or only one member of the party being allowed to wait in the waiting area for their table to be ready.
6. Reservations should be staggered to prevent congregating in waiting areas. Waiting areas should build in social distancing so customers and employees are spaced at least 6 feet apart (either through spacing of seating while waiting or demarcations on the floor).
7. Bar seating areas must remain closed.

8. Signage must be prominently posted throughout the venue to ask customers if they are experiencing COVID-19 symptoms, including:
 - a. Fever
 - b. Respiratory symptoms such as sore throat, cough, or shortness of breath
 - c. Flu-like symptoms such as muscle aches, chills, and severe fatigue
 - d. Changes in a person's sense of taste or smell
 - e. If you answered yes to any of these questions, please do not put our employees and other guests at risk and come back another day when you feel better.
9. Customers should be asked to bring and wear a cloth face covering when entering and exiting a facility to protect other patrons and employees during the seating and exiting process, or when getting up to use the restroom. Cloth face coverings are not required while a customer is seated and dining outdoors.
10. Alcohol-based hand-sanitizer must be made readily available at the reception desk for both customers and employees.

By signing this application, the applicant and property owners hereby agree to abide by the criteria listed under Section IV above entitled Stay at Home Order 2.0 Guidelines.

Applicant's Signature: _____ **Date:** _____

Owner's Signature: _____ **Date:** _____